

Security Information

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OTR (G)

Executive Assistant to DCI

6 December 1952

Director of Training

Weekly Summary Report

1. At a Selection Board meeting on 2 December under the chairmanship of the Director of Training, Mr. Lawrence Houston, General Council, and [redacted] Chief of the Industrial Division, OTR, were selected to attend the Advanced Management Course given at Harvard University. The Chief of the Programs Division was sent to Harvard during the week for the purpose of obtaining two definite slots for Agency candidates. Dr. Harvey P. Bishop, Assistant Dean of the Graduate School of Business Administration, stated that he would be willing to reserve two slots on a continuing basis for CIA personnel if performance of our first few candidates was satisfactory.

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2. On 28 November, the Chief of the Programs Division represented the Office of Training in a meeting of the Subcommittee on Language and Area Specialists convened at the Foreign Service Institute. Other representatives present were from the Civil Service Commission and Departments of State and Defense.

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5. A new course of instruction has been prepared entitled Clandestine Fieldcraft Activities. Of three weeks duration, the purpose of the course will be to provide staff officers with practical training in those fieldcraft activities which are particularly pertinent to the conduct of clandestine operations under conditions of physical concealment rather than cover.

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The scope of this course is stated as follows:

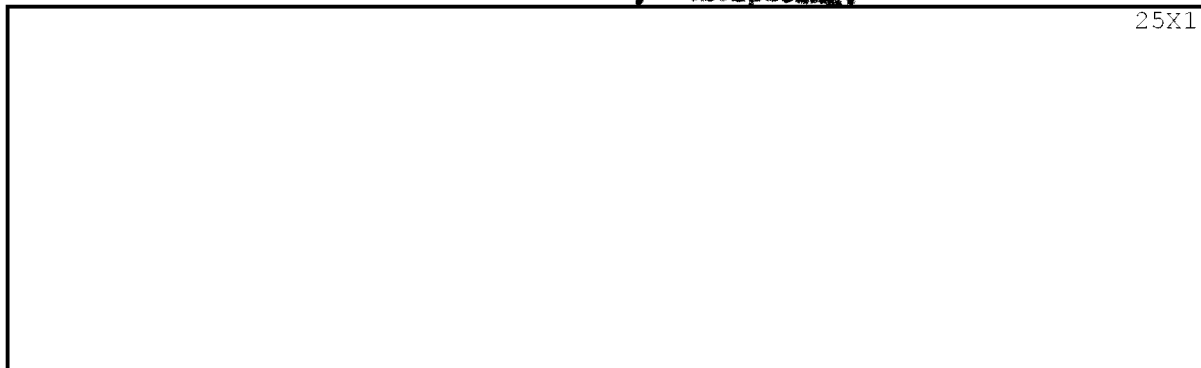


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6. A seminar, comprising a series of round-table conferences on selected topics in the field of [redacted] commenced on Monday, 1 December, with fourteen representatives from the PR [redacted] Staff and area divisions participating.

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8. As of 5 December, 316 CIA personnel are enrolled in TR(S) training courses, 381 in TR(G) courses, and 226 in external training, making a total of 923 in training programs under the jurisdiction of OTR as a whole.

MATTHEW BAIRD

cc: DD/A
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